

The State Board for Charter Schools is seeking a Director of Academic Affairs for Charter Accountability.

The Director of Charter Accountability oversees and completes the work related to monitoring the academic performance of existing charters to include:

- Performance Management Plans (PMP)
 - Determination of which charter holders are assigned PMP based on analysis of the schools' academic performance as reflected in status and growth data.
 - Coordinates and facilitates Leadership Team Site Visits.
 - Evaluates PMP submissions.
 - Tracks and evaluates implementation of PMPs based on analysis of subsequent academic performance and review of annual reports.
- Five-Year Interval and Renewal Reviews
 - Coordinates, facilitates and conducts 5 year interval reviews of charter holders.
 - Collects and prepares Renewal and other staff reports to include a recommendation based on the evaluation and monitoring of a charter holder's ability to implement a required PMP.
- Consent Agreements
 - Assists in the development of Consent Agreement terms.
 - Monitors and evaluates the charter holder's efforts to comply with the terms of consent agreements related to academic performance.
- Failing Schools
 - Works with the ADE to ensure the Board complies with statutory requirements related to schools designated as Failing, including the coordination and collection of information, preparation of exhibits and provision of testimony.
- Policy development
 - Review, revision and development of policy and procedures for the implementation of the Board's strategic plan as it relates to the monitoring and oversight of academic performance of charter schools.
- Technical assistance
 - Provide technical assistance related to position responsibilities.
 - Develop technical assistance and training for staff and charter holders as necessary and appropriate.

The Director of Charter Accountability reports to the Executive Director and manages the work of 1 ½ FTE assigned to assist in carrying out the monitoring and oversight of academic performance of the charters sponsored by the Board.

Knowledge: Knowledge of laws, rules, and policies applicable to charter schools; familiar with current Arizona Academic Standards; knowledge of statistical and mathematical processes for comparing academic performance of students and schools; knowledge of budgeting for school operations, educational 'best practices', aligning curriculum, research-based professional development, and strategic planning or school improvement processes.

Skills and Abilities: Statistical and analytical skills sufficient to analyze and compile data, organize facts, and draw clear and logical conclusions; ability to analyze student academic achievement data and present conclusions; understanding of a range of instructional delivery methods and practices of educational management; ability to analyze organizational structures; ability to schedule and conduct

on-site visits to charter schools across the state; attention to detail; ability to critically analyze and implement processes, procedures and systems; ability to analyze and develop effective management plans; ability to direct and manage the activities of a professional staff engaged in delivering program services, and establish and maintain effective working relationships with agency staff, school personnel, and members of the public; and able to effectively use Microsoft Office.

Advanced degree or 3 or more years of experience in educational research, administration or curriculum development is required. Knowledge of statistical and mathematical processes for evaluating academic performance is required and experience with the Arizona Growth Model is preferred.

Comprehensive benefits package includes 12 days sick leave, 21 days vacation, and 10 holidays per year; health and dental insurance; retirement plan; life insurance; and long-term disability insurance. Optional employee benefits for short-term disability, deferred compensation, and supplemental life insurance.

Salary \$50,000-60,000

Qualified individuals may submit a resume through azstatejobs.gov. Search for Jobs. Keywords - Director of Academic Affairs.